

**REPORT OF THE  
HUMAN RESOURCES COMMITTEE OF THE  
BOARD OF DIRECTORS OF THE  
COOK COUNTY HEALTH AND HOSPITALS SYSTEM**

**November 6, 2008**

**ATTENDANCE**

Present: Chairman Andrea L. Zopp and Directors David Carvalho; Quin R. Golden; Sister Sheila Lyne, RSM and Jorge Ramirez (5)

Chairman of the Board Warren L. Batts (Ex-Officio)

Absent: None (0)

Also Present: Directors Hon. Jerry Butler, Luis Muñoz, MD, MPH and Heather E. O'Donnell, JD, LL.M.

Johnny Brown – Chief Operating Officer, John H. Stroger, Jr. Hospital of Cook County; Matthew B. DeLeon – Secretary to the Board, Cook County Board of Commissioners; Patrick T. Driscoll, Jr. – Deputy State's Attorney, Chief, Civil Actions Bureau, Office of the State's Attorney; Aaron Hamb, MD - Chief Medical Officer, Provident Hospital of Cook County; Maurice Lemon, MD, MPH – Chief Medical Officer, John H. Stroger, Jr. Hospital of Cook County; John M. Raba, MD – Interim Chief Medical Officer, Cook County Health and Hospitals System; Elizabeth Reidy – Deputy Chief, Civil Actions Bureau, Office of the State's Attorney; David R. Small – Interim Chief Executive Officer, Cook County Health and Hospitals System; Joseph Sova – Chief, Cook County Bureau of Human Resources; Sidney Thomas – Chief Operating Officer, Provident Hospital of Cook County

Ladies and Gentlemen:

Your Human Resources Committee of the Board of Directors of the Cook County Health and Hospitals System met pursuant to notice on Thursday, November 6, 2008 at the hour of 7:30 A.M. at Stroger Hospital, 1901 W. Harrison Street, in the fifth floor conference room, in Chicago, Illinois.

Your Human Resources Committee has considered the following items and upon adoption of this report, the recommendations follow.

**Roll Call**

Matthew B. DeLeon, Secretary to the Board of Commissioners of Cook County, called the roll of members and it was determined that a quorum was present.

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**Update and discussion of pending information requests**

Chairman Zopp reviewed the information requests that were pending. She stated that she would follow up with Laura Lechowicz Felicione, Special Counsel to President Todd H. Stroger, with regard to the County Compliance Administrator's presence at a future Committee meeting. She asked David R. Small, Interim Chief Executive Officer of the Cook County Health and Hospitals System, to update the Committee on any other pending requests.

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Mr. Small stated that several of the responses to the requests for information had been loaded into the shared drive for the Directors to electronically access. Chairman Zopp asked whether Mr. Small had distributed the finalized job description for the head of human resources. Mr. Small responded that it was loaded into the shared drive.

Discussion took place on the available options for assistance in compiling the summary of the differences in discipline and grievance policies between the collective bargaining agreements.

Chairman Zopp stated that from this point forward, there will be a standing agenda item for the Human Resources Committee to receive updates on the status of recruitment and hiring for senior leadership positions<sup>1</sup>.

Mr. Small provided an update of the status of recruiting for some senior leadership positions. He stated that with regard to using an executive search firm to assist in these efforts, he was informed that a request for proposals (RFP) must be issued. Chairman Zopp stated that the RFP should include all of the positions for which external recruitment assistance is needed.

Mr. Small added that he has requested a list of open positions from each of the institutions; he will update the Committee with that information when it is received<sup>2</sup>. Additionally, he stated that he will develop draft job descriptions for the System-wide senior leadership positions and will present these to the Committee<sup>3</sup>.

Questions were raised and discussion took place on the recruitment efforts to fill the positions of Chief Financial Officer for the System and for the Chief Nursing Officer at John H. Stroger, Jr. Hospital of Cook County. Mr. Small stated that the contract with Pitt Calkin, Interim Chief Financial Officer for the System, will soon be expiring; Mr. Calkin has indicated that he will stay on if needed.

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Discussion with Dr. Jack Raba, Interim System Chief Medical Officer,  
regarding creating physician performance metrics, dual employment  
and medical staff human resources issues.

Dr. Jack Raba, Interim Chief Medical Officer for the Cook County Health and Hospitals System, presented information on the subjects of creating physician performance metrics, dual employment and medical staff human resources issues.

Discussion took place on the information presented. A question was raised by Director Lyne with regard to stipends (such as those that are academic or drug company-related) received in the course of performing work-related duties; Dr. Raba stated that he would follow up on the question and report back to the Committee<sup>4</sup>. Director Carvalho provided a brief history of the Hektoen Institute of Medicine, which was a non-profit institution involved in this type of funds and grant management.

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The discussion turned to the subject of audit and compliance issues related to grant management. Mr. Small stated that review of this subject is an area that has been identified as a primary need. He added that the State's Attorney's Office has sent for his review a draft renewal agreement for the relationship between the System and Hektoen. Director Carvalho stated that this would seem to be an item for discussion by the Audit Committee, rather than the Finance Committee.

Dr. Raba returned to his presentation of information on dual employment; additional information was provided on existing productivity standards at the institutions. Dr. Maurice Lemon, Chief Medical Officer at John H. Stroger, Jr. Hospital of Cook County, stated that the details of the work plan are key; he provided an example of a hospitalist whose work plan would be different than that of a physician who works forty hours per week in outpatient services.

In response to a question that arose regarding the reporting structure of the Chief Medical Officers of the institutions. Dr. Raba responded that presently, the Chief Medical Officers report to the Chief Operating Officers of the institutions. However, he added that one of his tasks is to work on a draft table of organization for the System.

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Discussion of dual employment policy and  
(in closed session) the Provident Hospital dual employment matter

Update on labor negotiations

**Chairman Zopp, seconded by Director Golden, moved to recess the regular session and convene into closed session, pursuant to an exception to the Open Meetings Act, 5 ILCS 120/2(c)(17), which states: "The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body," and pursuant to an exception to the Open Meetings Act, 5 ILCS 120/2(c)(2), et seq., which permits closed meetings for consideration of "Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees." THE MOTION CARRIED UNANIMOUSLY.**

**Chairman Zopp, seconded by Director Golden, moved to adjourn the closed session and convene into regular session. THE MOTION CARRIED UNANIMOUSLY.**

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Public Comments

Chairman Zopp asked the Secretary to call upon any registered public speakers.

Mr. DeLeon responded that there were none.

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Adjournment

**Director Golden, seconded by Director Lyne, moved to adjourn. THE MOTION CARRIED UNANIMOUSLY AND THE MEETING ADJOURNED.**

Respectfully submitted,  
Human Resources Committee of the  
Board of Directors of the  
Cook County Health and Hospitals System

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Ms. Andrea L. Zopp, Chairman

Attest:

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Matthew B. DeLeon, Secretary

The following was requested or was indicated as a follow-up item at this meeting:

<sup>1</sup> Standing agenda item: to receive updates on the status of recruitment and hiring for senior leadership positions. On page 2.

<sup>2</sup> Follow-up: update Committee with information received relating to lists of open positions from each of the institutions. On page 2. (David Small)

<sup>3</sup> Follow-up: develop and present draft job descriptions for the System-wide senior leadership positions. On page 2. (David Small)

<sup>4</sup> Follow-up: review issue of stipends (such as those that are academic or drug company-related) received in the course of performing work-related duties and report back to Committee. On page 2. (Dr. Jack Raba)